



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town

CHARTERED 1749 INCORPORATED 1961

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TO: Town Council  
FROM: Debi Sandlin, Director of Economic Development  
DATE: November 1, 2011  
RE: Department of Community & Economic Development October Staff Report

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### ECONOMIC DEVELOPMENT

#### SUMMARY

During the month of October staff spent a considerable amount of time drafting the update to the Land Use, Transportation and Historic and Cultural Resources Plans for the minor update to the existing Comprehensive Plan.

Staff also spent considerable time planning the logistics for the October 22, 2011 Fall Festival Extravaganza and the October 26, 2011 "Government Contractors/Technology" Job Expo.

### ECONOMIC DEVELOPMENT

Staff met with the Economic Development Advisory Group to finalize the details and logistics for the "Government Contractors/Technology" Job Expo.

Over 150 job seekers attended the Job Expo and the response was overwhelmingly positive. The job seekers were grateful for the opportunity to have actual conversations with the employers exhibiting at the Expo. The Employers were impressed with the level of talent the job seekers brought to table and several of the employers planned to call back many of the job seekers they spoke with for interviews.

The following companies had exhibits during the Job Expo:

Armed Forces Services Corporation –  
AMERICAN SYSTEMS  
Chenega CTI  
CDS Corp  
Metropolitan Technology Solutions  
DISYS  
Aurora Flight Sciences  
The Growth Coach  
Virginia Employment Commission

The three workshops offered to the job seekers included:

1. How to Work a Job Fair – Prince William Chamber of Commerce
2. Preparing for the Interview – The Prince William Skill Source Center - VEC
3. How to Market Yourself – The Prince William Skill Source Center - VEC

### **FALL FESTIVAL EXTRAVAGANZA**

The Fall Festival Extravaganza held on Saturday, October 22, 2011 was a huge success. Based on the Director of Public Works parking tabulations, there were between 2700 and 3000 attendees throughout the day of the event.

There were 47 vendors with various types of art, crafts and products on display and available for purchase.

Three Virginia wineries and one cigar distributor also participated in the Festival, including:

- Rappahannock Cellars
- Potomac Point
- The Unicorn Winery
- “CigarVolante”

Each of the wineries and the cigar vendor were very happy with the turnout at their booths and thanked the Town for inviting them to participate.

Feedback from the vendors was very positive and many of the vendors mentioned they thought the Garrison Park location was perfect for having a festival.

The Talent Competition was the highlight of the entire event. There were two solo vocal categories, Youth and Adult.

The competition was heartwarming, dazzling, amazing and definitely showcased the talent located in Dumfries and Prince William County.

The Youth category consisted of the following four, very talented young ladies:

- Jordon Strange
- Jenna Grazzini
- Amiyah Wilder
- Chleo Burnette

The winning performance in this category was Jenna Grazzini.

The Adult category included three extremely talented and amazing performers:

Theodore Strange  
Sheree Jennings

Samautra Ellis

The winning performance in this category was Sheree Jennings.

### **WEBSITE STATISTICS**

The website statistics for the month of October are as follows:

- 53 people visited the website
- There were 143 pageviews
- 2.47 average pageviews
- 1.41 minutes spent on the website – average time visitor spent on the website
- 74.14% of the visits were new visits

Websites visits generated by Search engines

- Internet Explorer – 32 – 56.17%
- Firefox – 14 - 24.14%
- Chrome – 6 – 10.34%
- Safari – 4 – 6.90%
- Opera – 2 – 3.45%

### **MEETINGS**

The Director participated in the following meetings:

1. Several Economic Development Advisory Group “Job Expo” planning meetings
2. Several Fall Festival Extravaganza planning meetings
3. Meeting with the Police Chief, Town Attorney and the Town Planner/Zoning Administrator to discuss procedures for having the Police Department personally serve violation notices when the recipient of the notice refuses to sign for certified mail
4. The Director facilitated and met along with the Town Planner and Town Attorney the project team to discuss the proposed Town Center project and the applicant’s responses to the comments provided by the Planning Commission.
5. Architectural Review Board meeting
6. Planning Commission meeting
7. Board of Zoning Appeals meeting

The Director also attended the Virginia Economic Development Associations Fall Conference and met with five Virginia Economic Development Partnerships Project Managers while attending the conference.

## **BOARDS AND COMMISSIONS**

### **PLANNING COMMISSION**

The Town Planner and the Director presented the draft Comprehensive Plan Update to the Planning Commission.

The Commissioners were very pleased with the draft recommendations from the Steering Committee.

The Town Planners presentation included the recommendations on the following sections of the existing Comprehensive Plan:

1. Land Use Plan
2. Transportation Plan
3. Historic and Cultural Resources Plan ( a new section being included in the Comprehensive Plan)

The draft update is scheduled for a Planning Commission Public Hearing on November 7, 2011.

### **BOARD OF ZONING APPEALS**

The Town Planner and Town Attorney used the October 19<sup>th</sup> meeting to train the BZA members on Variance cases and the Cochran case, as well as training from the Town Planner/Zoning Administrator on appeals cases.

### **ARCHITECTURAL REVIEW BOARD**

The ARB reviewed a request for a Certificate of Occupancy to repair the areas on the side of a garage that were deteriorating from weather related causes. The ARB approved Mr. Brown's request.

The ARB also discussed the tapping and recording of the ARB meetings. The members were in consensus that they do not believe it is necessary to record the ARB meetings. They strongly believe this will be a detriment to encouraging residents to apply to be on the ARB as well as lose existing members. The ARB is having a difficult time in recruiting residents for the current vacant seat and they believe this will make it even more difficult.

### **TOWN PLANNER/ZONING ADMINISTRATOR SUMMARY OF ACTIVITIES**

During the time period of October 1st through October 26th, David Moss worked with residents, businesses and developers on either issuing permits, discussing pending permits, applying for permits and notifying businesses of violations that need to be addressed.

### **MEETINGS ATTENDED**

1. The Town Planner/Zoning Administrator attended the October 11<sup>th</sup> Town Council meeting.

2. The Town Planner/Zoning Administrator facilitated the October 17<sup>th</sup> Planning Commission meeting, including a first meeting on a rezoning case for 17650 Possum Point Road and the presentation of the proposed update to the Comprehensive Plan. The presentation itself was simultaneously broadcast on the Town's cable channel for the public to see.
3. The Town Planner/Zoning Administrator facilitated the October 19<sup>th</sup> Board of Zoning Appeals meeting, which included training from the Town Attorney on Variance cases and the Cochran case, as well as training from the Town Planner/Zoning Administrator on appeals cases.
4. The Town Planner/Zoning Administrator, the Director of Community & Economic Development, and the Town Attorney met with an applicant and his engineer to discuss possible proffers as part of the applicant's rezoning application.
5. The Town Planner/Zoning Administrator and Town Attorney met with an architect and an engineer to discuss a proposed redevelopment of a portion of a property that contains a nonconforming motor vehicle repair business.
6. The Town Planner/Zoning Administrator and the Director of Public Works met with the rezoning applicant both in the office and onsite to discuss the issues surrounding future site work, stormwater management, and repaving of the parking lot for the site at 17650 Possum Point Road.

## **OTHER PLANNING/ZONING ACTIVITIES**

The Town Planner served as a witness/officer in two court cases that were successfully prosecuted by the Town Attorney in Prince William General District Court in Manassas. The tour buses that had formerly been parked at Dumfries Shopping Center will not return to the site. The grey carport structure at AMG Motors must be removed within 60 days of the court date.

The Town Planner/Zoning Administrator issued three temporary use permits, two for yard sales and one for a charity walk.

The Town Planner/Zoning Administrator received an updated parcel database from Prince William County Real Estate Assessments and worked with the contractor who provides the Permit Manager Database program to compare and contrast the databases to evaluate the current state of properties including zoning designation, use, and ownership.

The Town Planner/Zoning Administrator digitized and reformatted the 2006 Comprehensive Plan so that the Town could have an accurate, reproducible version that could be placed on the website and reformatted the proposed updates to the Comprehensive Plan to be compatible with the previous version. The updated DRAFT 2011 Comprehensive Plan in the reformatted version has been uploaded and is now available on the Town's website.

## **OCTOBER 2011 VIOLATIONS**

There were no new violations served during the month of October. The Town Planner/Zoning Administrator is in the process of following-up and trying to bring to resolution violations served in September and noted in the September staff report.

If Council has any questions regarding the Department of Community and Economic Development's October 2011 staff report, please feel free to call me and I will be happy to answer any of your questions.